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EXECUTIVE BOARD

Dec. 29, 1915

The Executive Board met at the Hotel La Salle, Chicago, Wednesday evening, December 29, 1915.

Present: Miss Plummer and Messrs.

Brown, Craver, Dudgeon, Ranck and Bostwick.

The report of Carl B. Roden, treasurer, was read in his absence by the secretary and was accepted as audited. The report was as follows:

REPORT OF THE TREASURER January to December, 1915 Receipts

Balance Union Trust Company, Chicago, January 1, 1915.....	\$ 3,792.80
Membership dues	7,902.97
Trustees' Endowment Fund, interest.....	399.60
Trustees' Carnegie Fund, interest.....	4,500.00
A. L. A. Publishing Board, installment on headquarters expense, 1914, balance..	500.00
A. L. A. Publishing Board, installment on headquarters expense, 1915.....	2,000.00
Interest on bank balance, January-December, inclusive.....	69.43
	\$19,164.80

Expenditures

Checks No. 65-79 (Vouchers No. 1023-1223).....	\$10,707.23
Distributed as follows:	
Bulletin	\$1,413.86
Conference	741.32
Committees	864.10
Headquarters:	
Salaries	5,260.00
Additional services	600.00
Supplies	364.18
Postage, telephone, express.....	400.00
Miscellaneous	450.00
Contingencies	88.77
Travel	350.00
Trustees' Endowment Fund (life memberships).....	175.00
A. L. A. Publishing Board, Carnegie Fund income.....	4,500.00
	\$15,207.23
Balance, Union Trust Co., Chicago.....	\$3,957.57
G. B. Utley, balance, National Bank of the Republic.....	250.00
Due from Publishing Board, 1915 account.....	500.00
Total balance	\$4,707.51

James L. Whitney Fund

Principal and interest, December 31, 1914.....	\$174.55
Interest, January 1, 1915.....	2.55
Fifth installment, January 20, 1915.....	23.78
Interest, July 1, 1915.....	2.94
Sixth installment, July 19, 1915.....	23.07
	\$226.89

Respectfully submitted,

Chicago, December 27, 1915.

C. B. RODEN,
Treasurer.

FINANCE COMMITTEE

The following report of the Finance Committee was presented and duly accepted:

The Finance Committee, in accordance

with the provisions of the Constitution, have considered the probable income of the Association for 1916, and submit the following estimate, showing also the estimate for 1915 and the actual result for 1915:

	Estim'd 1915	Actual 1915	Estim'd 1916
Dues	\$ 8,000.00	\$ 7,902.97	\$ 8,300.00
Income Carnegie Fund.....	4,300.00	4,500.00	4,300.00
Income Endowment Fund.....	375.00	399.60	375.00
Interest	75.00	69.43	70.00
Sales of publications.....	13,000.00	12,967.02	11,000.00

\$25,750.00 \$25,839.02 \$24,045.00
 correct and properly vouched for so far as
 can be determined before the receipt of
 the report of the trustees. His final report
 and that of Mr. Poole will be made part of
 the formal report of the Finance Com-
 mittee to the Association at its annual
 meeting.

The committee are prepared to approve
 appropriations to the amount of \$13,045.00,
 and also the appropriation to the use of the
 Publishing Board of the total amount of
 sales.

The Committee has designated Dr. C. W.
 Andrews to audit the accounts of the treas-
 urer and secretary as assistant treasurer,
 and Mr. F. O. Poole to audit those of the
 trustees. Dr. Andrews has examined the
 accounts referred to him and finds them

Respectfully,
 HARRISON W. CRAVER,
 Chairman.

December 29, 1915.

BUDGET

The following budget was adopted for the year 1916:

Estimated Income			
Membership dues		\$ 8,300.00	
Income of Endowment Fund.....		375.00	
Income of Carnegie Fund.....		4,300.00	
Interest		70.00	
Appropriation from Publishing Board.....		2,500.00	
		\$15,545.00	\$15,545.00
Estimated Expenses			
Bulletin		\$ 1,500.00	
Conferences		600.00	
Committees:			
Public documents	\$ 10.00		
Co-operation with the N. E. A.	25.00		
Library administration	75.00		
Library training	25.00		
Bookbuying	50.00		
Bookbinding	25.00		
Federal and state relations.....	15.00		
Travel	50.00		
Work with the blind.....	10.00		
Cost of cataloging.....	50.00		
Code for classifiers.....	15.00		
Publicity	100.00		
Work in institutions.....	50.00		
Miscellaneous	50.00	550.00	
Salaries:			
Secretary	3,000.00		
Assistant secretary	1,300.00		
Stenographer	960.00	5,260.00	
Additional services		800.00	
Supplies		400.00	
Postage, transportation, telephone.....		500.00	
Miscellaneous		450.00	
Income Carnegie Fund for Publishing Board.....		4,300.00	
Contingencies		885.00	
Travel		300.00	
			\$15,545.00

On motion of Mr. Ranck it was voted that there be appropriated for the use of the Publishing Board the income of the Carnegie Fund estimated at \$4,300 and all proceeds from sales of publications estimated at \$11,000 excepting the amount of \$2,500 agreed upon by the Publishing Board as its appropriation towards the support of the Executive office of the Association.

Nominating Committee

The nominating committee of five in accordance with Section 2 to the By-laws of the Constitution was appointed as follows:

W. W. Bishop, librarian of University of Michigan.

W. R. Watson, chief of Division of Educational Extension, University of State of New York.

Sarah C. N. Bogle, chief of Child. Department and director of Pittsburgh Carnegie Library Training School for Children's Librarians.

E. C. Richardson, librarian of Princeton University.

A. S. Root, librarian of Oberlin College.

D. C. Advisory Committee

The question of the appointment of an advisory committee on expansion in the Decimal Classification which had been laid on the table at the last meeting of the Board was taken from the table at the request of numerous members of the Association and reconsidered. A communication on the subject was read from Mr. A. Law Voge, of the Mechanics'-Mercantile Library, San Francisco. It was voted that the secretary be instructed to communicate with Mr. Dewey, proprietor of the classification, in regard to the feasibility of such action and as soon as a satisfactory answer be received that the President appoint such a committee.

Under date of January 3 Mr. Dewey approved appointment of this committee, writing as follows:

"The proposal for an advisory committee on Decimal Classification was submitted to me in advance of the circulars and has my very cordial approval. It would secure in a more systematic way from

users the co-operation that we always invite and greatly need. We hope the plan will be carried out."

The President will appoint the committee shortly.

Publicity

A letter was read from Mr. J. C. Dana on the subject of publicity, calling attention to the recommendations in a report of a committee on publicity in 1906 of which he was chairman, stating that no attention had been paid to these recommendations.

The report referred to by Mr. Dana was taken up by the Board and discussed in detail and the fact brought out that many of the recommendations had been carried out in part, and it was further

Voted that to the committee on publicity for 1916, which the President was hereby authorized to appoint, be referred all previous A. L. A. reports on the subject of publicity.

It was also voted that the recommendations in the paper of Mr. W. H. Kerr be adopted, namely: that the A. L. A. publicity committee be instructed to study and report a comprehensive publicity plan for the American Library Association, the state library associations and commissions and local libraries.

The President appointed as chairman of the Publicity committee Mr. W. H. Kerr with power to name other members.

It was voted that \$100 be appropriated to the use of the publicity committee, this amount being drawn from the balance standing in the Contingency Fund.

Panama-Pacific Exhibit Committee

The following report was received from the Panama-Pacific Exhibit committee on the ultimate disposition of material:

To the Executive Board:

The Committee recommends:

1. The return of Library Bureau furniture to the Library Bureau agency in San Francisco.
2. Return to the publishers of expensive technical books loaned by them.

3. The return to libraries sending material such material as they have specifically requested should be returned.

4. That the popular books be donated to the library at Thane, Alaska, in charge of Mrs. Whipple.

5. The gift of such remaining material as may be desired to the Commissioners of the Young Men's Christian Association of China to form an educational exhibit to be shown in the leading cities and educational centers of China.

The Committee expects to be able to make its complete final report to the Association at the coming annual conference.

For the Committee.

FRANK P. HILL,
Chairman.

The secretary informed the Board that the chairman of the Panama-Pacific exhibit committee had expressed the opinion, after being informed that the Board had voted to appropriate for the use of the Committee the \$365 remaining in the 1915 contingency fund, that it would be better for the money to remain in the possession of the treasurer of the A. L. A. and be subject to approved bills of the Committee. It was therefore voted that this amount, namely \$365, be brought forward from the 1915 budget for the above specified use and so be not allowed to revert to the general balance but be available for the above express purpose.

Conference on Immigration

Voted that the President appoint a committee to attend the National Conference on Immigration and Americanization which is to be held in Philadelphia on Wednesday, January 19, and Thursday, January 20, 1916, and that this committee be requested to report to the Executive Board with any recommendations as to the positive activities of libraries in connection with this conference. The following were appointed: Robert P. Bliss, Emma R. Engle, and Mrs. E. N. Delfino.

Cataloging

A report of progress was received from the chairman of the Committee on the cost

and method of cataloging, Mr. Aksel G. S. Josephson.

Labor Saving Devices

The question of the best method of printing the information which the Committee on library administration is to prepare on the subject of library labor saving devices, whether at the expense of the Association, or by a subscription from the libraries receiving such material, was considered, and it was voted that a reasonable subscription price for this material be charged to subscribers.

Place and Date of Conference

The final subject for consideration by the Board was the place and date of the 1916 conference. It was voted that the place of meeting for 1916 be fixed at Asbury Park, N. J., and that the Board recommend that the secretary and officers of the Association make every effort to find a suitable meeting place in the middle-west for 1917.

It was voted that the date of the meeting be fixed for Monday, June 26, to Saturday, July 1.

Adjourned.

December 30

Meeting of the Executive Board at the Hotel La Salle, Chicago, on Thursday, December 30.

Present: Miss Plummer, Messrs. Brown, Dudgeon, Ranck and Bostwick.

Stevens-Ayres Bill

Matters relating to the Stevens-Ayres Bill discussed by the Council, and referred to the Executive Board (see minutes of the Council, meeting of Dec. 29 and 30, 1915) were the subject of consideration.

On motion of Mr. Dudgeon it was voted that the Book-buying committee in co-operation with the Committee on federal and state relations be authorized to arrange for a representation of the American Library Association in reference to H. R. No. 4715 and that the expenses incurred be authorized from the Association.

Adjourned.